COMMUNITY PARTICIPATION PROGRAM Application Template.

Please feel free to use this template as a guide to developing your submission for funding from the Community Participation Program. The level of detail should be appropriate to your organization's proposed activities, and to the level of funding allocated for your organization.

CONTACT INFORMATION:

Organization Name:	Hale Page and Diamond Lake Community Association
Address:	5144 13 th Ave South
	Minneapolis, MN 55417
Website url:	www.hpdl.org
Organization email:	hpdl@bitstream.net or office@hpdl.org
Federal EIN:	41-1706895
Board Contact:	Name: Todd Douma-Treasurer
	Phone:
	Email:
	Address:
Staff Contact:	Name: Courtney Laufenberg
	Phone:
	Email:
	Address:

FUNDING ACTIVITIES.

Use the following questions as a guide for your submission.

- 1. After this first funding year, neighborhood organizations will submit proposals for three years of funding from the Community Participation Program. How will your organization engage residents and other stakeholders in 2011 to develop your three-year proposal?
 - We are in the process of putting together a survey that will be going out to the neighborhood. We are also talking with organizations that we work closely with to see what their needs are in the coming years.
- 2. What regular outreach and engagement activities will your organization carry out in 2011?
 - We have several community events planned for 2011. We have the 14th Annual Frost Fest event, the 20th Annual Picnic in the Park (which draws over 3,000 people), a March

Crime and Safety meeting, and several other new events in the development process. We are also very interested in beginning a series of small groups in the neighborhood to bring together people with similar interests and to build community within the area. Frost Fest and Picnic in the Park are a collaboration with Pearl Park and PIRC (the recreation council for Pearl). Funds that are generated from those events go back to the park and are used to make improvements to the facilities and to offer other opportunities for the neighborhood.

3. How will your organization reach out to under-represented groups in your community? Who are these groups?

We are looking forward to receiving our census information to develop a plan to do this. The board is very interested in the senior population and working closely with Nokomis Healthy Seniors.

4. What planning activities would your organization like to carry out in 2011? (This could include strategic planning, land use planning, NRP planning, etc).

We are currently in the process of developing a new strategic communications plan for the neighborhood. Our hope is that we have better communication and volunteer support by the end of 2011. Our current email list stands at 350 emails and we are looking to drastically increase that number this year.

5. How does your organization provide information to the community? How do you gather information from the community?

We put out a quarterly newsletter and send emails about crime alerts and city information. In 2011 we are looking to do a monthly e-newsletter along with a mailed quarterly newsletter that will reach all 3,812 households in the neighborhood. We are also interested in doing a quarterly gathering to talk through issues in the neighborhood and the city that would target those who have issues to discuss that those who don't have access to email. This would also be a great way to hear from the neighbors regarding what their needs and interests are. The other tool we will be using is 2011 is social media.

6. What festivals and events will your organization host or support in 2011?

We do Frost Fest in January, March crime and safety meeting, and Picnic in the Park in July. Again, Frost Fest and Picnic in the Park are done in direct coordination with Pearl Park. We are looking to add a few more in the coming year as well. Pearl Park is looking to host a large volunteer thank you event and would like our participation and support.

7. What else would you like the Neighborhood and Community Engagement Commission know about your organization?

HPDL is a great area with little crime and housing issues but there is much to be done. We are really interested in getting neighbors connected and increasing the level of volunteerism in the area. We are also striving to connect more efficiently with the schools in the area, Nokomis Healthy Seniors, Pearl Park, and the business community.

8. Besides funding, what are some other ways that the NCR and NCEC can help your neighborhood organization?

We would like to work with the NCEC to develop resources that can be purchased at a lower rate through a larger purchasing pool. Being able to purchase items like office supplies, paper products, etc at a lower cost would be a great help.

**This document was approved by the HPDL board on Monday, January 3rd.

ESTIMATED BUDGET

Staff Expenses	\$20,000.00
Employee Benefits	\$0
Professional Services	\$3,000.00
Occupancy	\$7,000.00
Communications/Outreach	\$6,000.00
Supplies and Materials	\$2,500.00
Festivals and events	\$9,500.00
Food and refreshments	\$500.00
Development	\$500.00
Fundraising	\$
Other Services	\$
TOTAL:	\$49,000.00

Notes:

- Staff expenses should include payroll, FICA, and withholding, or staff contractors.
- Employee benefits should include any health insurance, retirement, or other benefits.
- Professional services should include the cost of temporary contractors, bookkeepers, accountants, etc.
- Occupancy should reflect costs related to rent, utilities, phone, websites and email expenses, and other similar expenses.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.

- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Festivals and events can include any costs related to community events and festivals.
- Food and refreshments can include the cost of any food or refreshments related to your organization's community engagement efforts (may not exceed 5% of your organization's CPP allocation).
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.
- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc).